

LEGAL

Statement of Purpose

To provide in-house counsel and legal representation at a level of expertise for County government.

Outcomes

1. In March the legal department will distribute a client satisfaction survey to all departments that will assist in determining the success of legal services offered. The outcome of achieving 95% approval rating is expected.
2. Assist all County departments with contract preparation and review. Legal department standard is to complete the requested contract procedure within five working days at least 95% of the time.
3. To provide legal services to the Department of Social Services, specifically the Child Support Enforcement Agency, for back-up purposes.
4. An attorney will attend all Board of County Commissioners, Planning Board, Board of Adjustment and Subdivision Review Board meetings to provide immediate legal assistance.
5. To handle all matters related to appeals of real and personal property tax matters.
6. To handle litigation related to the enforcement of County solid waste, junk vehicle and zoning violations.
7. To continue to provide all requesting departments with legal assistance, including research and document preparation, in a timely manner.

Legal Services

Reinventing Department

Organization: 120100

	2002/03 Actual	2003/04 Current	2004/05 Requested	2004/05 Approved	Percent Change
Revenue					
Federal & State	\$17,770	\$21,600	\$28,785	\$0	0%
Miscellaneous	26	0	0	0	0%
General Fund	203,661	199,275	200,751	229,536	15%
Total	\$221,457	\$220,875	\$229,536	\$229,536	4%
Expenses					
Personal Services	\$209,889	\$220,875	\$222,674	\$222,674	1%
Supplies & Operations	11,568	0	6,862	6,862	0%
Total	\$221,457	\$220,875	\$229,536	\$229,536	4%
Employees					
Permanent	3.00	3.00	2.80	2.80	-7%
Hourly	0.00	0.00	0.00	0.00	0%
Total	3.00	3.00	2.80	2.80	-7%

Fiscal Year 2002/03 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
5	5	0	0	100%

Significant Changes:

Legal Services achieved 100% of the outcomes submitted for the last fiscal year, 2002/03. Outcomes included receiving a 95.5% satisfaction rating on a survey distributed to County departments that use legal services, and achieving completing a five day turnaround time for contract preparation and review 98% of the time.

Fiscal Year 2004/05 outcomes continue to measure the Legal staff's response to all user departments.